

# FAMILY AND DOMESTIC VIOLENCE GRANT - QUARTERLY REPORT

Michigan Department of Community Health  
Office of Drug Control Policy

## BYRNE MEMORIAL FORMULA GRANT PROGRAM

### INSTRUCTIONS:

- Use **THIS** form to provide a **complete** description of all project activities during this quarterly reporting period. Attach additional pages as necessary.
- The Quarterly Program Report is due in the Office of Drug Control Policy (ODCP) **no later than 20 days following the end of the quarterly report period**.
- Failure to submit this report by the due date will cause ODCP to withhold the release of funds.
- This form is screen fill-in enabled using **Adobe Acrobat Reader**.
- You may also print it out and complete it by hand or typewriter.
- Attach all narrative information to this form and mail to:

**OFFICE OF DRUG CONTROL POLICY  
MICHIGAN DEPARTMENT OF COMMUNITY HEALTH  
320 S WALNUT STREET  
LANSING MI 48913**

**TELEPHONE: (517) 373-4700**

You may also fax it to:  
**(517) 373-2963**

Grantee Name		ODCP Project Number
Project Title		
Project Start Date		Project End Date
Report Quarter <input type="checkbox"/> 1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th		Report Period Ending Date
Person Completing this Report (Name and Title)		e-Mail Address:
Signature <i>(not required if e-Mailed)</i> Date		Telephone Number    FAX Number

<b>AUTHORITY:</b> By Authority of the Anti-Drug Abuse Act of 1988. <b>COMPLETION:</b> Is VOLUNTARY. Failure to provide this information is a violation of grant contract terms and conditions.	The Department of Community Health is an equal opportunity employer, services and programs provider.
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# FAMILY AND DOMESTIC VIOLENCE QUARTERLY REPORT

## INSTRUCTIONS:

- This report should be filled out **COMPLETELY** (include zeros) in all areas that apply to your specific program objectives.
- Please check “Not Applicable” if a section does not apply ***in any manner***.
- Reports that are inaccurate or incomplete will be returned for corrections.
- Use additional pages, when necessary, citing the corresponding section and paragraph.

## SECTION A - Development, Activity, and Accomplishments of the Project Activities to Date:

- Use additional or separate sheets as needed.
- If completed on screen, each field box will enlarge to accommodate your input.

1. Provide a narrative with support data on activities and tasks accomplished during this quarter relative to each of the project activities, goals, objectives (address all objectives listed in your Program Description), outcomes, and outcome measures.
2. State whether your project is on schedule. If not, explain the causes of the delay and what measures have been, or will be, taken to correct the difficulty.
3. Describe how this program has assisted in the coordination of police, prosecution, courts, and services to decrease family and domestic violence.
4. Describe any training provided or received by grant personnel this quarter. Indicate who received the training and the type of training provided or received.
5. Describe new partnership developments during this quarter. Describe why the partnership was developed, and how the partnership will assist in meeting the goals and objectives of your project. (Attach Memorandums of Understanding when applicable.)

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## SECTION B - Policing Activities:

ACTIVITY		Number for Report Quarter
1. Number of calls for assistance in family and domestic violence complaints .....		_____
2. Number of repetitive calls for service (Same victim or location during the reporting period). .....		_____
3. Number of arrests for family and domestic violence this quarter. (If the arrested person commits multiple crimes only list one arrest for the most serious crime and list the additional crimes in the Number of Counts column corresponding to the crime.)		
	Number of Persons	Number of Counts
• Assaults (Misdemeanor) .....	_____	_____
• Assaults (felony).....	_____	_____
• Homicide .....	_____	_____
• Adult Sexual Assault .....	_____	_____
• Child Sexual Abuse .....	_____	_____
• Child Physical Abuse .....	_____	_____
• Elder Abuse .....	_____	_____
• Sex Offenses (other) .....	_____	_____
• Stalking .....	_____	_____
• Child Endangerment .....	_____	_____
• Family Offenses (non-violent) .....	_____	_____
• Home/Business Invasion .....	_____	_____
• Trespassing/Disorderly .....	_____	_____
• Probation Violation .....	_____	_____
• Violation of Personal Protection Order .....	_____	_____
• Other(s) (explain): _____ _____ _____	_____ _____ _____	_____ _____ _____
4. Number of persons who were arrested for a new domestic violence related crime while on probation for a previous domestic violence related crime. ....		_____
5. Number of persons who were arrested for a domestic violence related crime and were in violation of a Personal Protection Order at the same time .....		_____
6. Number of times officers arrested both parties involved in a domestic violence assault.		

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## SECTION B - Policing Activities *(Continued)*:

ACTIVITY	Number for Report Quarter
7. The total number of victims who were referred to a service provider.	
a. Direct services for victims designed to meet personal needs. <i>(Only report the number of victims who received these types of services because of project referrals):</i> <ul style="list-style-type: none"> <li>Counseling .....</li> <li>Therapy .....</li> <li>Safety Planning .....</li> <li>Shelter .....</li> <li>Education/Awareness Counseling .....</li> <li>Other (Describe): .....</li> </ul>	       
b. Individual case advocacy for specific victims focused on. <i>(Only report the number of victims who received these types of services because of project referrals):</i> <ul style="list-style-type: none"> <li>Assistance to get through the criminal justice system .....</li> <li>Assistance to get through the civil court system .....</li> <li>Financial aid .....</li> <li>Housing .....</li> <li>Employment .....</li> <li>Other (Describe): .....</li> </ul>	       
8. Number of victims who did not sign a warrant (post arrest). ....	
9. Number of warrants signed by someone other than the victim. ....	
10. Number of victims who requested and received permission to dismiss charges after a warrant was issued. ....	
11. Number of cases denied issuance by the prosecutor/city attorney. ....	
12. Number of cases prosecuted without the victim being present during the judicial process. .	

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**SECTION C –  
Prosecution Activities for Family and Domestic Violence Related Cases:**

ACTIVITY	Number for Report Quarter
1. Number of requests for warrants. ....	
2. Number of warrant requests denied. ....	
3. Number of felony warrants issued. ....	
a. Number of counts.....	
4. Number of misdemeanor warrants issued. ....	
a. Number of counts .....	
5. Number of felony cases prosecuted:	
• Convictions by Trial .....	
• Acquittals by Trial .....	
• Plea Agreements .....	
• Dismissed (victim request/or did not participate) .....	
• Dismissed (other) .....	
6. Number of misdemeanor cases prosecuted: .....	
• Convictions by Trial .....	
• Acquittals by Trial .....	
• Plea Agreements .....	
• Dismissed (victim request/or did not participate) .....	
• Dismissed (other) .....	
7. Number of cases prosecuted without victim participation. ....	
8. Number of appearances at arraignment for P.P.O. violations. ....	
9. Number of show cause/trials for P.P.O. violations. ....	
10. Number of appearances for P.P.O. sentencing violations. ....	
11. Number of appearances for probation violations. ....	

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**SECTION D –  
Court/Probation Activities for Family and Domestic Violence Related Cases**

ACTIVITY	Number for Report Quarter
1. Number of trials (felony)	
• Number of acquittals (felony). .....	
• Number of convictions by trial (felony). .....	
• Number of convictions by plea agreement (felony). .....	
2. Number of Trials (misdemeanor):	
• Number of acquittals (misdemeanor). .....	
• Number of convictions by trial (misdemeanor). .....	
• Number of convictions by plea agreement (misdemeanor). .....	
3. Number of persons sentenced to prison. ....	
4. Number of persons sentenced to jail. ....	
5. Number of persons sentenced to community corrections. ....	
6. Number of persons sentenced to probation. ....	
7. Number of persons assigned to treatment. ....	
8. Number of persons failing to meet treatment participation standards. ....	
9. Number of Probation Violation Orders. ....	
10. Number of probation revocations:	
a. Remanded to jail. ....	
b. Probation extension, changed. ....	
11. Number of Personal Protection Orders issued. ....	
12. Number of Personal Protection Order violations. ....	
13. Number of person-to-person contacts with probationers. ....	
14. Number of home visit follow ups by grant personnel. ....	